

ZONING BOARD OF ADJUSTMENT APPLICATION PLANNING, RESEARCH & DEVELOPMENT DEPARTMENT CITY OF EL PASO, TEXAS

1.	CONTACT INFORMATION:			
_	PROPERTY OWNER(S):			
	ADDRESS:			
	REPRESENTATIVE(S):			
	ADDRESS:			PHONE:
	E-MAIL ADDRESS:			
2.	PARCEL INFORMATION:			
	PROPERTY IDENTIFICATION NUM			
	LEGAL DESCRIPTION:			
	STREETADDRESS OR LOCATION:			
	ACREAGE:	PRESENT ZONING:	PRESENT LAND USE:	i
3.	SPECIAL EXCEPTION REQUEST:			
	TYPE:			
	EXPLANATION OF REQUEST:			
	RESIDENTIAL (\$102.60 APPLIC	CATION FEE)	COMMERCIAL (\$451.50 AF	PPLICATION FEE)
4.	VARIANCE REQUEST:			
_	TYPE:			
	EXPLANATION OF REQUEST:			
	RESIDENTIAL (\$102.60 APPLIC	CATION FEE)	COMMERCIAL (\$451.50 AF	PPLICATION FEE)
5.	ADDITIONAL INFORMATION:			
	I attest that this application is complete and accurate to the best of my knowledge, and that the statements and exhibits submitted with this application are true and correct. I understand that any inaccurate or incomplete information provided on this application may delay the processing and scheduling of this request. THE STATE OF TEXAS)			
	COUNTY OF EL PASO)		SIGNATURE OF PROPE	ERTY OWNER
	This instrument is acknowledged be	efore me on this	day of	, 2004.
		_	STATE OF TEXAS NOT	TARY PUBLIC
		OFFICE USE	ONLY	
C/	ASE NUMBER:			FEE:\$
	BA REVIEW DATE:/(
AC	CCEPTED BY:	Fl	UND - 01101, DEPT ID - 99010335,	, ACCOUNT - 404126

Revised 06/2004

REQUIRED DOCUMENTATION FOR ZONING BOARD OF ADJUSTMENT APPLICATION

ZONING BOARD OF ADJUSTMENT APPLICATION - Each item on this application shall be completed and all documentation required on this form shall be submitted before this application is accepted for processing. The application must be notarized with the property owner's signature. Submittal of an application does not constitute acceptance for processing until the Planning Department reviews the application for accuracy and completeness.			
ZONING MAP SHEET - Property proposed for rezoning must be accurately outlined in red ink. Zoning map sheets may be obtained at the Planning Department, 2nd Floor, City Hall Building.			
GENERALIZED PLOT PLANS - Three (3) copies of a generalized plot plan, including one (1) 8½" x 11" copy, are required with the following information:			
 a. Legal description and street address for the property; b. Location and arrangement of structures, including proposed additions or expansions; c. Location of streets with ingress and egress, including curb cuts and driveways; d. Size and use of structures, including number of dwelling units; e. Lots lines with dimensions of the areas; f. Required yards and setbacks; g. Screening walls or fences, where required; h. Pedestrian ways and sidewalks; 			
<u>CERTIFIED CITY TAX CERTIFICATE</u> - One (1) copy is required for the property described in the application. Certified city tax certificates may be obtained at the City Tax Office, 1st Floor, City Hall Building.			
<u>CASHIER'S VALIDATION</u> - Upon review and acceptance of the application by the Department, the required fee shall be paid at the Cashier, 5th Floor, City Hall Building. After validation of the payment, the application form shall be returned to the Planning, Research & Development Department. Fees are nonrefundable.			
APPLICATION FEE: SPECIAL EXCEPTION - Residential: \$ 102.60 SPECIAL EXCEPTION - Commercial: \$ 451.50 VARIANCE - Residential: \$ 102.60 VARIANCE - Commercial: \$ 451.50			

THE ZONING BOARD OF ADJUSTMENT REQUIRES THAT THE PROPERTY OWNER OR REPRESENTATIVE BE PRESENT AT THE SCHEDULED PUBLIC HEARING FOR THIS APPLICATION. UNLESS OTHERWISE SPECIFIED, THE ZONING BOARD OF ADJUSTMENT MEETS AT 1:30 PM IN THE CITY COUNCIL CHAMBERS, 2ND FLOOR, CITY HALL BUILDING